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The title should be clear, brief, and informative. Abbreviations and formulas should be avoided. No place or year is included.

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Abstract

Abstract is written concisely and factually, includes the purpose of research, the method of research, the finding, result and conclusion of research. Abstract is written in English language, in account between 150 – 200 words in one paragraph. References should be avoided, but if essential, then cite the author(s) and year(s). Standard nomenclature should be used, and non-standard or uncommon abbreviations should be avoided, but if essential they must be defined at their first mention in the abstract itself. No literature should be cited. The keyword list provides the opportunity to add 3 to 5 keywords, used by the indexing and abstracting services, in addition to those already present in the title. (10 pt)

Keywords: 3–5 words or phrases represent the focus of writing

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INTRODUCTION

The article should consist of minimal 20 pages, single-spaced, Segoe UI 11-point font, including references. Use indentation for the first paragraph and do not add spacing between paragraphs. Subsequent paragraphs should have a first-line indentation of 1.00 cm. The introduction contains the purpose of article/research that is formulated and presented by an adequate introduction and avoids detail references and research result presentations. The research urgency, supporting facts, and data must be included. A preliminary research result should be explained as the basis of the research. Before mentioning the objective/s, a gap analysis must be elucidated. The gap analysis states the difference/s between the research and other previous studies. At this point, the novelty will be apparent. The research stance must be included, whether it corrects, debates, or support the previous research.

RESEARCH METHOD

This section describes when the experiment has been performing. The researcher explains the experimental design, equipment, data collection methods, and types of control [the core content of this research method is the same as in the thesis and dissertation, but the summary is not as complete as in the thesis and dissertation]. If the experiment is carried out in the field, the writer describes the research area, location, and describes the work carried out. The general rule to remember is that this section should be detailed and precise so that the

reader has the necessary knowledge and techniques for publication. The sequence is a type of research, reasons for taking at the location, data sources and informants, data collection techniques, data analysis, and checking the validity of the data carried out. Finally, the focus of the research is almost the same as in the introduction of the research objectives, but in this research, the method is more specific.

RESULT AND DISCUSSION

In analyzing the data, it should be linked with another research. Use tables, figures or others to make it easier for readers to understand the research findings. Make sure the table only uses three lines. Make sure the image has a good resolution. Make sure tables, figures or other things are not only described but analyzed. Subtitles don't need to be given points

References the last ten years and use APA 7 for in-text citations and the reference list (Jason et al, 2010). For in-text citations, use the author's name and year (Author, 2018). If you are citing more than one reference, put them in alphabetical order (Alpha, 2008; Beta, 2009). For a reference with more than three authors, use the first author et al. subsequently (Author1 et al., 2009). Do not use footnotes. Expect a minimum of 20 references primarily with minimum 80% to journal papers.

Place titles of Figures after the figures and Tables preceding them using Segoe UI font size 10 for the title.

| Table 1. Number of articles published in Inkubis | | |
|--|----|---|
| Year | No | |
| 2005 | 7 | The font of the table is Segoe UI (font |
| 2006 | 5 | size 10) |
| 2007 | 5 | |
| 2008 | 6 | |
| 2009 | 6 | |
| Total | 29 | |

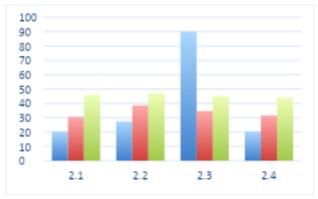


Figure 1. Number of subthemes published in Inkubis



CONCLUSION

The conclusion of the research is presented briefly, narrative, non-bulleted, and conceptual. The research impact must be stated.

ACKNOWLEDGEMENT

An acknowledgement section may be presented after the conclusion, if desired.

REFERENCES

The referenced libraries are at least twenty primary references (for research articles) and twenty-five primary references (for conceptual idea paper) in the form of books, research results and scientific publications in journals or proceedings which 80% of them are published in the last ten years. All the literatures listed in the bibliography are cited in the article body. Bibliography and citation are using the APA (American Psychological Association) style.

- Angeli, E., et al. (2010, May 5). *General format*. Retrieved February 9, 2013, from http://owl.english.purdue.edu/owl/resource/560/01/.
- Ball, S., Kenny, A., & Gardiner, D. (2010). Literacy, politics and the teaching of English. In I. Goodson, & P. Medway, (Eds.), *Bringing English to order* (pp. 47-86). London: The Falmer Press.

Big drop in students studying O-level literature. (2017, August 16). *The Straits Times*, p. 3. Chambers, E., & Gregory, M. (2008). *Teaching and learning English Literature*. London: Sage Ltd.

Provisions on Writing Tables and Figures

- 1. Tables and figures must be following the papers informative needs.
- 2. A caption must accompany each table, picture, and graphic. The table's caption is located at the top of the table, while for pictures and graphics the caption is placed at the bottom;
- 3. The author is encouraged to provide narrative reviews related to the tables or figures to be presented along with the tables or figures presented;
- 4. Images must have an excellent resolution, be clear and meaningful, without graphic titles;
- 5. Tables must contain a minimum of two rows of data and no unit repetition;
- 6. Tables only use lines at the top and bottom of the table head and cover at the end of the data:
- 7. Tables must be presented in its entirety, not clipped to another page; 8. If there are two tables whose contents are interrelated, they can be placed close together; 9. Extensive tables and figures/graphs may be placed in one column of text if needed.